

A G E N D A

I T E M

Subject: Approve bid for the purchase of District business supplies

Rationale: Each year HISD solicits bids for copy paper and other miscellaneous business supplies. We received one bid from the Business Supply Center offering cases of paper at \$33.99 each. Furthermore, they have offered us a special Price Plan for other supplies which will save us up to 80% on products purchased. Additionally, we would prefer to purchase locally as much as possible.

Recommendation: Approve the bid from Business Supply Center for paper and additional business supplies for the 2018-2019 school year.